

PEND OREILLE COUNTY
NEWPORT, WASHINGTON

RESOLUTION NO. 2015-44

WHEREAS, the system of accounting mandated by the State Auditor's Office of the State of Washington prescribes that all Petty Cash Accounts be established by Resolution or Ordinance (per the BARS manual); and,

WHEREAS, a Petty Cash account is defined as any sum of money or other resources asset aside for such specific purposes as minor disbursements, making change and similar uses; and,

WHEREAS, the governing body must authorize each petty cash account and all subsequent increases or decrease in the petty cash account amounts; and,

WHEREAS, each petty cash account is the responsibility of one employee called the "Custodian"; and,

WHEREAS, the Custodian is personally responsible for the value of the fund and to ensure that all policies and procedures are adhered to. Said fund shall be balanced at all times either in cash, receipts or a combination thereof and will be periodically replenished by the appropriate voucher(s); and,

WHEREAS, a request has been made by the Pend Oreille County Public Works Director to establish Petty Cash Accounts for the Solid Waste Program for use at the three Transfer Stations indicated below, and,

WHEREAS, monies are necessary to provide change for fees paid;

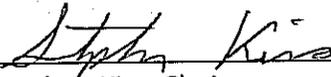
NOW, THEREFORE BE IT RESOLVED THAT the following petty cash accounts are hereby authorized in the amounts and with the Custodian(s) detailed below: (1) a Three Hundred Fifty Dollar (\$350.00) petty cash fund for the Deer Valley Transfer Station, (2) a Three Hundred Fifty Dollar (\$350.00) petty cash fund for the Ione Transfer Station, and (3) a Three Hundred Fifty Dollar (\$350.00) petty cash fund for the Usk Transfer Station. The Custodian(s) shall be designated in writing by the Public Works Director.

BE IT FUTHER RESOLVED that the Pend Oreille County Auditor is authorized to issue a non-budgeted warrant in the amount of One Thousand Fifty Dollars (\$1050.00) for the Public Works Solid Waste Petty Cash Accounts.

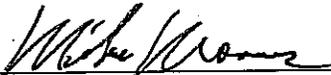
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ADOPTED this 8th day of December, 2015.

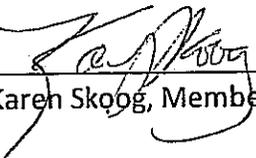
BOARD OF COUNTY COMMISSIONERS



Stephen Kiss, Chair



Mike Manus, Vice-Chair



Karen Skoog, Member

ATTEST:



Rhonda Cary, Clerk of the Board

Y900